2012 NIH REGIONAL SEMINAR ON
PROGRAM FUNDING AND GRANTS ADMINISTRATION
AGENDA – INDIANAPOLIS, INDIANA

TUESDAY – APRIL 17, 2012		
6:15a.m. – 6:45a.m.	**Energy Boosting Workout: Riverside Jog or Walk**	
7:00a.m. - 8:30a.m.	**REGISTRATION**	
7:30a.m.- 8:20a.m.	**CONTINENTAL BREAKFAST**	
		General Continental Breakfast Enjoy your breakfast as you look over the Program materials, and we'll see you in the Plenary.
8:30a.m.- 9:30a.m.	**PLENARY**	
	All Interests	***Welcome***
		NIH from 10,000 Feet with Dr. Sally Rockey Kick-starting the seminar, Dr. Sally Rockey, NIH Deputy Director for Extramural Research, shares her experiences and perspective on the role of NIH in encouraging and supporting biomedical and behavioral research across the globe.
9:30a.m.- 9:45a.m.	**BREAK**	
9:45a.m.- 11:00a.m.	**CONCURRENT SESSION 1**	
	Administrators Intermediate	***Current Issues at NIH* (Repeat: Session 5)** Don't miss the opportunity to hear the latest administrative and policy changes important to NIH and its grantees. Topics include recent and upcoming changes to NIH policy and compliance requirements and so much more!
	All Interests Grants Process Beginner	***The NIH Top Ten (NIH Fundamentals & Understanding Your Resources)*** This session provides key facts about the NIH grants process, setting the stage for what you'll be learning over the next two days with an overview of how the NIH grants process works, contacts, and what you can expect to take back to your lab or office after the seminar.
	All Interests NIH Programs	***Career Development Opportunities*** NIH Career Development (K) awards provide research training opportunities for both research scientists and clinicians at various stages of their careers. This session describes the various career award mechanisms and covers policies that apply to these awards. Developed for Administrators and Investigators.
	All Interests Grants Process, NIH Programs, & Special Issues	***Rock Talk: A Conversation with Dr. Sally Rockey* (Repeat: Session 8)** Dr. Sally Rockey is the NIH Deputy Director for Extramural Research and author of the NIH blog, "Rock Talk". If you are interested in a personal and candid conversation about what is on the mind of senior NIH management….then this is an unforgettable opportunity.
11:00a.m.- 11:15a.m.	**BREAK**	

11:15a.m.-12:30p.m.	**CONCURRENT SESSION 2**	
	Administrators Beginner	***Budget Basics (Repeat: Session 6)*** Guidance is often requested from NIH staff on how to calculate, develop, and defend a budget request. There's a lot to consider when developing a budget for a grant application. What are the cost principles? What are the limitations set forth in the Funding Opportunity Announcement? What are allowable direct & indirect costs? This session will provide you with the basics you need and the people who can help.
	Administrators Intermediate	***Advanced Administrative Topics*** **(Repeat: Session 6)** NIH experts share the ins and outs of managing research grants in an increasingly complex environment, and how to address less common situations such as changes in PI, scope, institution; sabbaticals, etc. Don't miss the discussions on oversight and coordination of complex award mechanisms, including clinical trials, multi-site projects, program projects, etc. which add additional responsibilities for PIs, administrators, and NIH staff.
	Investigators	***The NIH Peer Review Process*** Understanding the NIH peer review process can improve your chance of getting funded. Learn how to use the peer review process to your advantage from an NIH expert with helpful information and tips!
	All Interests NIH Programs	***Takin' Care of Business* - Small Business Innovation Research/Small Business Technology Transfer Programs (SBIR/STTR)** Overview of the SBIR/STTR Programs including ways industry and academia can develop mutually beneficial partnerships with small business firms to undertake early stage, high tech projects.
	All Interests Special Issues	***Financial Conflict of Interest: What You Need to Know*** This session will provide an overview of the Federal Financial Conflict of interest (FCOI) regulation (42 CFR Part 50, Subpart F) and will include a discussion on the latest developments in the FCOI arena, key requirements of the regulation, institutional responsibilities, and common institutional implementation issues.
	All Interests Special Issues	***A Walk Through the SF424 (R&R) for Beginners*** Are you new to the SF424 (R&R) or still struggling with the forms. This session walks you through the parts of an R&R application, with a focus on helpful hints for preparing an error-free submission. Intended for administrators and investigators without SF 424 (R&R) experience.
12:30p.m.-1:45p.m.	**LUNCH**	Join a NIH/HHS faculty member's table for lunch. This is another great time to get questions answered!
1:45p.m. – 3:00p.m.	**CONCURRENT SESSION 3**	
	Administrators Beginner	***After the Award is Made…Then What?*** **(Repeat: Session 7)** What happens in your institution and at the NIH between grant award and closeout? This session provides a better understanding of NIH PostAward activities from the perspective of a grants manager and program officer. The emphasis will be on business issues.
	Administrators Intermediate	***How Well Do You Know the eRA Commons?*** Interactive (and fun) session covering eRA Commons features, functionality, and useful trivia. This session provides a comprehensive overview of Commons features, including such topics as electronic submission, status, eSNAP, and

		delegations. New Commons users will pick up some useful tips and more experienced users will be able to test their knowledge and learn about new features.
	Investigators	**Grant Writing For Success** Are you a new or junior investigator? Do you assist in the preparation of the scientific portions of an application? If you answered "yes" to either question, then don't miss this popular presentation from NIH experts which provides insights and helpful hints on preparing an application for submission. Learn how to avoid the most common mistakes in writing grant applications and correct some typical misconceptions about the grant review process.
	All Interests Grants Process	**Bonjour! Hola! International Organizations: Understanding our Differences** As research becomes more global, international collaborations become more necessary. Researchers are being faced with issues and concerns in which they have little experience. This session will answer such programmatic and administrative questions as…What are possible issues when a collaborator is foreign? Are there issues that may be unique to resource poor countries?
	All Interests Special Issues	**Inventions, Data Sharing and Other Intellectual Property Considerations** NIH-funded research can result in valuable data, inventions, publications, and other resources, but to make the most from your research, there are rules and policies for how to properly manage those resources. This session will provide guidance on what to do with discoveries and inventions to safeguard those valuable intellectual property rights that you develop with NIH funds at your institution, and how to share NIH-funded data and other research resources to advance research in your field for benefits to the public and public health.
	All Interests Special Issues	**ClinicalTrials.gov and FDAAA for NIH Grantees (virtual session)** The Food and Drug Administration Amendments Act (FDAAA) of 2007 requires NIH grantees (and others) to register and submit the results of certain clinical trials to ClinicalTrials.gov, the public registry and results database maintained by NIH. Attendees of this session will gain a better understanding of FDAAA and how it applies to extramural grants. A demo of ClinicalTrials.gov will be provided, along with "best practices" for results reporting, and key considerations for ensuring your institution is meeting the requirements of the law.
3:00p.m.-3:15p.m.	**BREAK**	
3:15p.m. – 4:30p.m.	**CONCURRENT SESSION 4**	
	Administrators Intermediate	**Common Compliance Pitfalls and Strategies for Success: Case Studies** (Repeat: Session 7) This session provides an introduction to compliance activities including an interactive discussion of specific case studies that illustrate common compliance issues. A primer for administrators & interested investigators.
	Investigators	**For Your Review: Inside an NIH Study Section Meeting (Discussion & Video)** The NIH strives to "fund the best science, by the best scientists,

		with the least amount of administrative burden." In order to do this, peer review at NIH has recently undergone and continues to make changes to improve the process. NIH experts will take you behind the scenes as they show, narrate, and discuss a short video of a mock study section. You'll gain valuable insight into what the peer review process means for applicants and reviewers (e.g. scoring, review, reviewer's comments, pitfalls and success stories).
	Investigators	**_Budget Building Blocks for Investigators_ (Repeat: Session 7)** There's a lot for an investigator to consider when developing a budget for a grant application, such as how to calculate, develop, and defend a budget request. NIH Program staff share tips for finding the answers to these questions, while providing you valuable information for developing a successful budget.
	All Interests NIH Programs	**_Research Training Awards_** What are the issues specific to grants awarded under the auspices of Ruth L. Kirschstein National Research Service Awards (NRSA), specifically Individual Fellowships and Institutional Training Grants? This session provides administrative and programmatic aspects of training grants and fellowships, including application preparation tips.
	All Interests NIH Programs	**_NIH AREA(R15) Program Update_** The National Institutes of Health (NIH) Academic Research Enhancement Award (AREA) program supports faculty research at campuses that have not received much NIH funding in the past, and is designed to strengthen the research environment of the institution and to expose students to research. This session will focus on NIH's goals for the program and provide perspective on how to write a competitive AREA application.
	All Interests Grants Process	**_Interacting Electronically with NIH_ (Repeat: Session 5)** Learn how to utilize the NIH resources available for finding grant opportunities, applying for opportunities, tracking applications and awards, and meeting reporting requirements electronically. This session provides a high level overview geared towards less experienced users. Participants of this session may also want to attend the "How Well Do You Know the eRA Commons?" session to dig deeper into hot eRA Commons topics.
4:30p.m.- 4:45p.m	**BREAK**	
4:45p.m - 5:15p.m.	**Wrap-Up: Day One**	
	All Interests Grants Process, NIH Programs, & Special Issues	**_Day One: Ask Away Q&A_!** NIH faculty will be together for this final opportunity to get your questions answered in Day One.
	All Interests NIH Programs	**_SBIR/STTR Networking and Q&A_** Meet other SBIR/STTRs and share your experiences as well as get answers to common SBIR/STTR questions.
	All Interests Special Issues	**_Using RePORT to Your Advantage – Research Portfolio Online Reporting Tool (Repeat: Session8)_** NIH makes public a plethora of data and analyses about who and what we fund through a tool called RePORT. Come learn how to use this resource to find information to help target your application, find key contacts at NIH and in the grantee community, and more.

5:30p.m.- 7:00p.m.	**RECEPTION**	NIH Reception! Join NIH Faculty along with your fellow attendees for live entertainment, light food and a great way to make new friends.

WEDNESDAY – APRIL 18, 2012

6:15a.m. – 6:45a.m.	**Energy Boosting Workout: Riverside Jog or Walk**	
7:30a.m. – 8:30a.m.	**Continental Breakfast** Optional Discussion Table opportunity: Meet, share, and learn from other attendees at this morning's informal breakfast. Selected tables will be set-aside for networking related to some general research-related areas of interest. Not a NIH–staffed event.	
	Administrators	***PreAward Administration*** ***PostAward Administration***
	Investigators	***Early Stage and New Investigators***
	All Interests	***Complex and Multi-Institutional Awards*** ***Compliance Issues*** ***eRA Information Sharing*** ***Foreign Topics of Interest*** ***For-Profits*** ***Non-Profits***
8:30a.m. – 9:45a.m.	**CONCURRENT SESSION 5**	
	Administrators Beginner	***All About Costs Primer*** Looking for a session that provides an introduction to PostAward costing issues, with an emphasis on accounting, monitoring, and reporting requirements, and other important topics, while encouraging audience participation? If so, this session is the one for you. A PostAward primer for administrators and investigators.
	Administrators Intermediate	***Current Issues at NIH*** (Repeat: Session 1) Don't miss the opportunity to hear the latest administrative and policy changes important to NIH and its grantees. Topics include updates to NIH policies and compliance requirements, and so much more!
	Investigators	***Mapping Your Career with NIH: Part I – Starting Point*** ***Career Development Timeline*** ***Finding a Funding Opportunity*** Come find out what NIH funding mechanism applies to you throughout your career. This talk will discuss all the major mechanisms that apply for PhDs and MDs from graduate/medical school, through fellowship and postdoc, all the way through your faculty years. We will discuss fellowships, training grants, and K awards- the features of each mechanism and review criteria.
	All Interests Grants Process	***Interacting Electronically with NIH*** (Repeat: Concurrent Session 4) Learn how to utilize the NIH resources available for finding grant opportunities, applying for opportunities, tracking applications and awards, and meeting reporting requirements electronically. This session provides a high level overview geared towards less experienced users. Participants of this session may also want to attend the "How Well Do You Know the eRA Commons?" session to dig deeper into hot eRA

		Commons topics.
	All Interests NIH Programs	**Primetime with Program: RPGs** Informal presentation and question/answer opportunity with Program Officials focusing on Research Project Grants (RPGs), including application preparation and mechanism differences (e.g. R01, R03, R21, etc.)
	All Interests Specialty Issues	**Research Involving Human Subjects Part 1 of 2: HHS & NIH** This 2-part session is your opportunity to hear an HHS Office for Human Research Protections (OHRP) experts and an NIH Human Subjects Protections Officer provide vital information about human subjects regulations and policies and how these apply to NIH funded research. This first session will include an overview of HHS regulations, guidance to determine when these apply to your research, information about exempt research, and instructions for preparation of the Human Subjects section of your NIH grant application. This session will be followed by Part 2 which will provide additional information on other related human subjects research topics.
9:45a.m. – 10:00a.m.	**BREAK**	
10:00a.m. – 11:15a.m.	**CONCURRENT SESSION 6**	
	Administrators Beginner	**Budget Basics (Repeat: Session 2)** Guidance is often requested from NIH staff on how to calculate, develop, and defend a budget request. There's a lot to consider when developing a budget for a grant application. What are the cost principles? What are the limitations set forth in the Funding Opportunity Announcement? What are allowable direct & indirect costs? This session will provide you with the basics you need and the people who can help.
	Administrators Intermediate	**Advanced Administrative Topics (Repeat: Session 2)** NIH experts share the ins and outs of managing research grants in an increasingly complex environment, and how to address less common situations such as changes in PI, scope, institution; sabbaticals, etc. Don't miss the discussions on oversight and coordination of complex award mechanisms, including clinical trials, multi-site projects, program projects, etc. which add additional responsibilities for PIs, administrators, and NIH staff.
	Investigators	**Mapping Your Career with NIH: Part II – Programs** • **New & Early Stage Investigators (ESI)** Are you a New Investigator with less than 10 years of research or research training experience following your terminal research degree or medical residency? What is NIH doing to encourage New and Early Stage Investigators? Come to this session and find out what your next step should be when it comes to NIH funding. • **NIH Loan Repayment Programs–You Do the Research, We'll Repay Your Student Loans** Do you or someone you know have student debt? If so, find out how the NIH Loan Repayment Programs (LRPs) can repay up to $35,000 of it each year. This session is for students, new researchers, and

		administrators/mentors who want to learn how biomedical and behavioral scientists with student debt can benefit from NIH's five extramural LRPs and start planning an application.
	All Interests Grants Process	***PostAward Electronic Processes*** Join this session to learn about new electronic submissions processes for administrative supplements, change of institution requests, and Research Performance Progress Reports (RPPR).
	All Interests Special Issues	***Integrity in the Name of Research*** An expert from the Office of Research Integrity shares how to recognize and avoid research misconduct and how to handle allegations of research misconduct. A major misconduct case will be discussed, as will examples from closed misconduct cases of how scientists have falsified data and images.
	All Interests Special Issues	***Research Involving Human Subjects, Part 2: HHS & NIH*** Designed as a companion session to Research Involving Human Subjects, Part I, OHRP and NIH faculty will continue their discussion of your responsibilities regarding human subjects protections in your NIH-funded research. This session will cover the federal-wide assurance process, IRB requirements, informed consent, reporting requirements, NIH inclusion policies, certificates of confidentiality, and PostAward responsibilities. There will also be the opportunity to learn by example with interesting case studies to illustrate key points covered in both sessions. If you have questions related to the human subjects regulations (IRBs, reporting, informed consent, NIH application, etc), this session will also provide time to get answers from HHS and NIH experts before you return to your lab or office.
11:15a.m. – 12:30p.m.	**LUNCH**	Join a faculty member's table for lunch. This is a great time to talk in a small, informal setting with NIH personnel.
12:30p.m. – 1:45p.m.	**CONCURRENT SESSION 7**	
	Administrators Beginner	***After the Award is Made…Then What?*** **(Repeat: Session 3)** What happens in your institution and at the NIH between grant award and closeout? This session provides a better understanding of NIH PostAward activities from the perspective of a grants manager and program officer. The emphasis will be on business issues.
	Administrators Intermediate	***Common Compliance Pitfalls and Strategies for Success: Case Studies*** **(Repeat: Session 4)** This session provides an introduction to compliance activities including an interactive discussion of specific case studies that illustrate common compliance issues. A primer for administrators & interested investigators.
	Investigators	***Working with NIH Program Officials: PreAward & PostAward*** Don't miss a moment of this information-filled session on how NIH Program Officials can assist investigators at every step in the granting process. Topics include: finding out the general missions and specific scientific emphases of the different NIH Institutes, developing viable research ideas and questions for a strong grant application, addressing issues that may arise before and after the grant review

		meeting, and interacting with the Program Official after an award has been made.
	Investigators	***Budget Building Blocks for Investigators*** **(Repeat: Session 4)** There's a lot for an investigator to consider when developing a budget for a grant application, such as how to calculate, develop, and defend a budget request. NIH Program staff share tips for finding the answers to these questions, while providing you valuable information for developing a successful budget.
	All Interests Special Issues	***Research Involving Animals!*** ***OLAW Virtual Session*** **– Office of Laboratory Animal Welfare** Are you considering using live vertebrate animals in your research? Are you aware that the policies and regulations regarding research animals are different than those involving human subjects? This session provides information on the requirements for using animals, appropriate completion of the Vertebrate Animal Section of the grant application and peer review considerations, the functions of an Institutional Animal Care and Use Committee, details on the various Assurance documents including which type is required for consortium projects, and the consequences of what happens when animal activities become noncompliant.
	All Interests Special Issues	***Managing Compliance with the NIH Public Access Policy*** The NIH Public Access Policy requires investigators to submit peer-reviewed manuscripts arising from NIH funds to the free digital archive PubMed Central. Attend this session to learn more about the Policy and hear about new features in the National Library of Medicine's My Bibliography that integrate with eRA Commons and help investigators, authors and authorized delegates manage publications and compliance with the NIH Public Access Policy.
1:45p.m.- 2:00p.m.	**BREAK**	
2:00p.m.- 3:15p.m.	**CONCURRENT SESSION 8**	
	Administrators Beginner & Intermediate	***From the Inbox: PreAward and PostAward Issues*** Ready to test your grants administration knowledge in this interactive session designed for beginners (or anyone who is up for a challenge)? Hear some of the top questions pulled directly from the NIH Policy Office Inbox and see how you fare.
	Investigators	***Writing a Successful T32 Application*** This session will discuss what contributes to a successful Institutional research training program, and how to effectively communicate your program in the training grant application. Topics include incorporating information about the program itself, student pools and students, participating faculty, past training history, and the institutional training environment.
	Investigators	***Writing a Successful Career (K) Application*** This workshop will take you through the elements of writing a compelling Mentored Career Development (K Award) application. The steps covered will include: (1) Develop a

		strategy for planning an NIH grant; (2) Develop a solid hypothesis; (3) Plan your application; (4) A few tips on writing; (5) Write a strong application; (6) K award review criteria; and (7) Common review problems.
	All Interests Grants Process, NIH Programs, & Special Issues	***Rock Talk: A Conversation with Dr. Sally Rockey (Repeat: Session 1)*** Dr. Sally Rockey is the NIH Deputy Director for Extramural Research and author of the NIH blog, "Rock Talk". If you are interested in a personal and candid conversation about what is on the mind of senior NIH management….then this is an unforgettable opportunity.
	All Interests Special Issues	***R&D Contracts: Who, What, Where, When, Why, & How?*** Want to know more about NIH Research Contracts? Here's your chance! This session covers all of the basic questions regarding research contracts…What are they? How are they awarded? Should you try and get one? (This session covers the PreAward process only.)
	All Interests Special Issues	***Using RePORT to Your Advantage – Research Portfolio Online Reporting Tool (***Repeat: Wrap-Up Day 1) NIH makes public a plethora of data and analyses about who and what we fund through a tool called RePORT. Come learn how to use this resource to find information to help target your application, find key contacts at NIH and in the grantee community, and more.
3:15p.m.-3:30p.m.	**BREAK**	
3:30p.m.-4:30p.m.	**Wrap-Up: Day Two**	
	All Interests Grants Process, NIH Programs, & Special Issues	***Face to Face with NIH Experts: Final Q&A*** What questions have we not answered for you in the last two days? Here's your chance to get a final answer – face to face with the NIH/HHS policy, program, and grants administration experts!

4/11/2012

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